

Pre-Proposal Meeting Minutes

DATE: March 3, 1998, at 8 a.m.

LOCATION: Alpha Building, Class Room D

DISTRIBUTION: + Attendees + + Part-Time * Author of Notes

+	Dennis Nixon	+	John Smets	+	Rod Hiestand
+	Jeff Stone	* +	Bill Hensley	+	Mary Morse
+	Dick Kasperek	+	Rod Gimpel	+	Richard Maurer
+	Nina Akgunduz	+	Dave Yockman	+	Larry Sexton
+	Doug Daniels				

1. INTRODUCTION

The Safety Tip of the day, presented by Bill Hensley, was "Good planning that includes safety measures saves time by avoiding injuries and accidents during execution."

The TQM (Total Quality Management) Topic, presented by Bill Hensley, was "Remember, where there is no solution, there is no problem."

Key individuals associated with the contract were introduced.

2. PROPOSAL AND AWARD

- A. Procurement of the Proof of Principle Testing is being handled as an RFP without a public opening. The manner in which this RFP will be handled is similar to that described in the Federal Acquisition Regulations (FAR).
- B. Award will be made as described in Section M entitled "Evaluation Factors for Award" of the RFP.
- C. The Pre-Award Survey may be conducted after receipt of proposals to determine that the lowest responsive Offeror is responsible.
- D. Prospective Offerors are required to submit proposals using the forms provided in the RFP document.
- E. Form No. FS-F-4023, "Solicitation, Offer and Award" is the form that is used to make an offer and will ultimately be used to accept the proposal and award the contract.

- F. All amendments to this RFP must be acknowledged by the Offeror with the proposal or the proposal may be considered non-responsive. Amendments will be posted on the FDF web site. It is the Offeror's responsibility to regularly check the web site for amendments to the RFP. Acknowledgment of the amendments may be made in the "Offer" section of Form FS-F-4023 or by other means described in Section L, entitled "Instructions, Conditions, and Notices to Offerors.
- G. The "Representations and Certifications" (Form No. FS-F-4107 M-52B), "Organizational Conflict of Interests" and "Agreement to Subcontract Terms and Conditions/General Provisions" must be completed and submitted with the proposal.
- H. Section L entitled "Instructions, Conditions, and Notices to Offerors" of the RFP contains the instructions necessary to properly submit a proposal.
- I. A Subcontracting Plan, submitted on the form provided in Section J of the RFP, will be with the proposal if the offer is in excess of \$500,000.00 and the Offeror is a large business.
- J. Changes to the scope of work of this contract will be handled in accordance with the Article in Section I entitled "Changes" of the General Provisions.

3. **INVOICING AND PAYMENT**

The invoice shall be submitted and payment will be made in accordance with Section G of the RFP entitled "Contract Administration Data".

4. **STATEMENT OF WORK**

The scope of work was discussed in detail by Dennis Nixon.

5. **SCHEDULING**

- A. The schedule, important milestones and required completion was discussed in detail by Dennis Nixon.
- B. A schedule must be prepared and submitted with the Offerors proposal.

6. **SUBMITTALS**

The details of submitting documentation in fulfillment of the requirements of the Contract were covered by Dennis Nixon.

7. QUALITY ASSURANCE

The details of submitting a Quality Assurance Plan were covered by Larry Sexton.

8. SAFETY

The requirements associated with Safety were covered by Doug Daniels.

9. TERMS AND CONDITIONS

Clarify any terms and conditions which have not been addressed to this point which may be special or unusual.

10. QUESTIONS AND ANSWERS

FDF will address any questions submitted by potential Offerors.

Question# 1:

Is there any problem with any of the quality from any of those labs identified in Section J of the RFP?

Answer:

The labs identified in Section J of the RFP have been audited by Fluor Daniel QA already and are on an approved laboratory list for the FEMP Site. There should not be any quality issues with the listed laboratories.

Question# 2:

How does the award of this proof of principle task affect the award of the final actual treatment? Ultimately you'll have a contract to treat the waste; how does this proof of principle award affect the selection of somebody for that?

Answer:

The Bidders who perform the Proof of Principle Project will not have an advantage for the award of the contract for the Full-Scale Treatment Facility. The final report for the Proof of Principle Project will be available to the Bidders and public upon the conclusion of the Project.

Question# 3:

What numbers are you using in your cost benefit analysis for transportation and disposal costs in evaluating comparing technologies?

Answer:

Currently, FDF is basing transportation and disposal cost on a similar rate for disposal at Nevada Test Site. This is based on a Record of Decision that states that FDF will dispose of treated Silo 1 and 2 material at the Nevada Test Site.

Question# 4:

Do you have the dollars per cubic foot that you used?

Answer:

Yes, FDF has the price per cubic foot [$\$10/\text{ft}^3$] for disposal that will be utilized in the cost estimate for each technology, which is the reason FDF requires the bulking factor of the treatment method be presented in the final report. This will effect the life-cycle cost of the Full-Scale Treatment Facility.

Question# 5:

Under duration of the work, did I understand you to say 42 weeks?

Answer:

Yes, the duration of the Proof of Principle Project is 42 weeks from award of the Contract.

Question# 6:

Where do you stand with regard to the number of technologies that can be proposed by a bidder?

Answer:

As stated in Section L of the RFP, Bidders will be allowed to propose on multiple technologies within the four families. The Bidders are required to submit independent proposals for each technology.

Question# 7:

How many contracts will be awarded for the Proof of Principle Project?

Answer:

FDF anticipates awarding four contracts, one for each technology family identified in the RFP.

Question# 8:

With all four of those final reports, are you going to evaluate and select one of those as the best technology and revise your ROD based on that?

Answer:

The information provided in the final reports will be a portion of the information utilized to evaluate the technologies in the Feasibility Study. The four Proof of Principle final reports will be utilized to provide detailed information for those alternatives in the Feasibility Study. The data generated during the Proof of Principle Project will be combined with data being generated by stabilization studies that different universities are currently performing. FDF will also reference the information generated during past treatability studies and pilot scale tests. All that data will be used in the ultimate decision on which technology will be selected for the revised ROD. Please note that all four of the Proof of Principle final reports will

be available to anyone in the FEMP Public Environmental Information Center (PEIC).

Question# 9:

Who is selecting the technology for the Full-Scale Treatment Facility?

Answer:

DOE makes a recommendation to the U.S. EPA based on what FDF provides to them in the Feasibility Study and public involvement. Upon completion of the Proof of Principle, FDF will complete the Feasibility Study. In the Feasibility Study, FDF identifies the technology that appears to be the best technology for the treatment. FDF offers it as a draft Proposed Plan (PP) to the DOE and the stakeholders. The public has an opportunity to review and comment on the PP. FDF addresses comments and concerns accordingly and then DOE submits the PP to the US EPA, and the US EPA issues the Record of Decision (ROD). The U.S. EPA makes the ultimate decision.

Question# 10:

Will the ROD be amended if required prior to the RFP hitting the street for the full scale work?

Answer:

Yes. The ROD will be in place before FDF issues the request for proposal (RFP) for the Full-Scale Treatment Facility.

Question# 11:

Will the RFP be issued for one technology?

Answer:

Yes, the RFP for the Full-Scale Treatment Facility will specify one technology, in accordance with the amended ROD.

Question# 12:

Have you envisioned a continuous process to be implemented on a full-scale proof of principle; should that also be a continuous process or can you do a batch testing?

Answer:

It depends on the process. Obviously some processes are batch-type processes. The intent is to have continuous operations over a 72-hour period. So if it's a batch process, it will be batch, after batch, after batch, for a 72-hour period. For example, if it was a Joule-heated vitrification type facility, that's a continuous operation or it can be a continuous operation. A cement based stabilization may be a large batch type process. The intent is to have it continuous over a 72-hour period during testing.

As stated in response to comment # 19, the continuous 72-hour demonstration run shall be performed such that it simulates the operation of a Full-Scale Treatment Facility with the same treatment process. If the Full-Scale Treatment Facility would be operated 24 hours, 7-days a week, then the demonstration run should be operated around the clock. If the Full-Scale Treatment Facility would be operated one shift a day, five days a week, then the demonstration run should be operated for one shift for three consecutive days.

Question# 13:

What's the schedule for the award of this proof of principle test? I know the bids have to be in March.

Answer:

FDF anticipates awarding the four Proof of Principle contracts by the end of April 1998.

Question# 14:

Is there a schedule for the ultimate treatment contract as well?

Answer:

The schedule for the Full-Scale Treatment Facility is to award the contract in July 2001.

Question# 15:

You referred to a subcontracting plan in here. Is that just an identification of people that the bidder plans to subcontract to?

Answer:

Normally your company will identify a type of subcontracting plan. It's how you plan to utilize small business on this contract.

Question# 16:

Will there be a request for best and final?

Answer:

It will depend on how the evaluations go. If we have discussions, then there will be a best and final offer. I think we anticipate that, but we're not required to have discussions or best and final offer. We can award based on our evaluation.

Question# 17:

When will the final material removal contract be let since that may drive the design for the stabilization?

Answer:

The schedule for awarding the Waste Retrieval Contract is January 1999.